



MOTOR VEHICLE SERVICES

Suzanna Augustine, Administrator

A Division of Ellis County Treasury

718 Main St

PO Box 520

Hays, KS 67601

Kansas Vehicle Registration/Tax Refund Application Form

Our primary goal is to return a tax/registration refund check to you as quickly and accurately as possible. To accomplish this, your cooperation in fully providing all requested information and/or documents is required. Incomplete submissions will be returned to the owner and cause a delay in payment.

Name of person or company who purchased the vehicle:
(If buyer is unknown, write unknown):

Address where you would like your refund check mailed:

Signature: _____ Social Security Number/FEIN: _____

OWNER CERTIFICATION: I, the owner of the above described vehicle, hereby make application for refund. I hereby swear and affirm that the above information is true and correct. If vehicle was not replaced, I hereby relinquish the registration plate assigned and forfeit the right to register another vehicle under this plate number.

The following **must** also be included with your refund application form:

1. Your unexpired Kansas license plate.
2. Your current Kansas registration receipt (If you do not have the registration receipt, please enclose \$1.00 for a duplicate copy to be printed).
 - A properly executed power of attorney is required if the applicant for the refund is not named on the vehicle title, or if worksheet is not signed by vehicle owner.
 - Upon receipt of the completed application and supporting documents, your refund will be mailed from the Treasurer’s office.
 - Refunds are calculated from the date your completed application is received in our office, not the date of sale. To maximize your refund, application should be made prior to the last working day of the month the vehicle was sold. No refunds under \$5.00 will be processed.
 - Pursuant to KSA 79-5107(d) and KSA 79-5114a

